

**CONTROLLED SUBSTANCES BOARD
MEETING MINUTES
APRIL 25, 2013**

PRESENT: Yvonne Bellay, DVM; Alan Bloom; Doug Englebert, R. Ph.; Martin Koch; Rocky LaDien, R.Ph.

STAFF: Dan Williams, Executive Director; Matthew Niehaus, Bureau Assistant; Other Departmental Staff

CALL TO ORDER

Doug Englebert, Chair, called the meeting to order at 9:05 a.m. A quorum of five (5) members was confirmed.

ADOPTION OF AGENDA

Amendments to the Agenda

- Item “F” (open session) **ADD** the agenda item titled “F-3: UR-144 and XLR11 ”

MOTION: Yvonne Bellay moved, seconded by Martin Koch, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF DECEMBER 11, 2012

- Page 2 **REPLACE** the “position with regard to their regarding the November 5, 2012” with “position with regard to their November 5, 2012”

MOTION: Alan Bloom moved, seconded by Rocky LaDien, to approve the minutes of December 11, 2012 as published. Motion carried unanimously.

ADMINISTRATIVE UPDATES

MOTION: Yvonne Bellay moved, seconded by Alan Bloom, to recognize the appointment of liaisons and election of officers as outlined below. Motion carried unanimously.

Election of Officers

Chair

NOMINATION: Alan Bloom nominated Doug Englebert for the Office of Chair.
Nomination carried by unanimous vote.

Dan Williams called for other nominations three (3) times.

Doug Englebert was elected as Chair.

Vice Chair

NOMINATION: Martin Koch nominated Alan Bloom for the Office of Vice Chair.
Nomination carried by unanimous vote.

Dan Williams called for other nominations three (3) times.

Alan Bloom was elected as Vice Chair.

Secretary

NOMINATION: Alan Bloom nominated Yvonne Bellay for the Office of Secretary.
Nomination carried by unanimous vote.

Dan Williams called for other nominations three (3) times.

Yvonne Bellay was elected as Secretary.

Appointment of Liaisons

SUA Liaisons: Alan Bloom, Yvonne Bellay

Legislative Liaisons: Doug Englebert, Martin Koch

MOTION: Alan Bloom moved, seconded by Martin Koch that the Board delegates authority to the Chair or designated Board member to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair or Board member has the ability to delegate this signature authority to the Executive Director for purposes of facilitating the completion of assignments during or between meetings. The Chair or Board member delegates the authority to the Executive Director, to sign the name of the Chair or Board member on documents as necessary. Motion carried unanimously.

MOTION: Martin Koch moved, seconded by Yvonne Bellay, that, in order to facilitate the completion of assignments between meetings, the Board delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Board, to appoint liaisons to the Department where knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

MOTION: Alan Bloom moved, seconded by Martin Koch, to authorize the SUA liaisons to review and make approval decisions regarding SUA applications. Furthermore, the Board authorizes DSPS staff to sign SUA permits on behalf of the Board. Motion carried unanimously.

MOTION: Martin Koch moved, seconded by Rocky LaDien, to authorize the SUA liaisons to approve required training or credentialing on behalf of the Board. Motion carried unanimously.

DR. JOSEPH THULIN

MOTION: Yvonne Bellay moved, seconded by Rocky LaDien, that the Board, after discussion with Dr. Joseph Thulin from the Medical College of Wisconsin, concurs with the procedure outlined as meeting the intent of Veterinary Examining Board Wis. Stats. 453 and Wis. Admin. Code Chapter VE 7 related to delegation of veterinary or medical acts for the use of controlled substances by the Medical College. Motion carried unanimously.

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RESULTS ON REASARCH REGARDING APPLICATION SIGNATURE REQUIREMENTS

MOTION: Yvonne Bellay moved, seconded by Alan Bloom, that DSPS staff draft a scope statement to address the requirement of signature of applicants on SUA applications. The Board designates the Board Chair to sign the scope statement on the requirement of signature of applicants on SUA applications for publication and to sign for implementation after publication. Motion carried unanimously.

MOTION: Yvonne Bellay moved, seconded by Alan Bloom, for the Board to maintain a running list of items for consideration for any future rule changes. Motion carried unanimously.

MOTION: Alan Bloom moved, seconded by Martin Koch, to adopt the following as the running list of 2013 goals:

- 1) Requirement of signature of applicant on the SUA application
- 2) Emergency and permanent scope for emergency scheduling of UR-144, AKB48, and XLR11
- 3) CSB 2
- 4) CSB 3 – Limited SUA Permit
- 5) CSB 3 – Rejection of SUA Requests

Motion carried unanimously.

SPECIAL USE AUTHORIZATION (SUA MATTERS)

MOTION: Alan Bloom moved, seconded by Yvonne Bellay, to request DSPS staff draft emergency and permanent scope statements for emergency scheduling of UR-144, AKB48, and XLR11. Motion carried unanimously.

MOTION: Alan Bloom moved, seconded by Yvonne Bellay, to delegate authority to the Board Chair to sign the scope statements on UR-144, AKB48, and XLR11 for publication and to sign for implementation after publication. Motion carried unanimously.

MOTION: Martin Koch moved, seconded by Rocky LaDien, to table discussion and consideration of the request from the Brown County District Attorney to emergency schedule 2C-C-NBOMe until additional information is provided to the Board. Motion carried unanimously.

MOTION: Yvonne Bellay moved, seconded by Alan Bloom, to request Board legal counsel to research the impact of the DEA's interpretation of the Controlled Substances Act on the granting of an SUA for purposes of transportation of controlled substances to a site other than the registered premises. Motion carried unanimously.

LEGISLATIVE/ADMINISTRATIVE RULE MATTERS

MOTION: Martin Koch moved, seconded by Rocky LaDien, to approve the scope statement on CSB 2 and to designate the Board Chair as the Board's representative to sign the scope statement after publication. Motion carried unanimously.

MOTION: Alan Bloom moved, seconded by Martin Koch, to approve the scope statement on CSB 3 regarding denial of special use authorization permit and to designate the Board Chair as the Board's representative to sign the scope statement after publication. Motion carried unanimously.

MOTION: Alan Bloom moved, seconded by Yvonne Bellay, to approve the amended scope statement on CSB 3 regarding granting a limited special use authorization permit and to designate the Board Chair as the Board's representative to sign the scope statement after publication. Motion carried unanimously.

MOTION: Martin Koch moved, seconded by Rocky LaDien, that the Board will examine CSB code chapters in response to Executive Order 61 in preparation for its next meeting. Motion carried unanimously.

ADJOURNMENT

MOTION: Alan Bloom moved, seconded by Martin Koch, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 12:28 p.m.